



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 175TH WING (ANG)
WARFIELD AIR NATIONAL GUARD BASE
BALTIMORE, MARYLAND**

05 April 2013

MEMORANDUM FOR 175 Wing Members

FROM: 175WG/CC

SUBJECT: Prevention of Sexual Harassment

1. Every traditional guardsman, state employee and Active Guard Reserve (AGR) member is entitled to work in an environment that is free from sexual harassment. All personnel deserve to be treated with dignity and respect in the workplace.
2. Sexual harassment is unwelcome, offensive conduct of a sexual nature that makes an individual feel uncomfortable or embarrassed. It is an illegal activity when submission to the unwelcome conduct is made a condition of employment, interferes with the ability to do the job, or creates a hostile, intimidating work environment.
3. The Maryland Air National Guard will not tolerate sexual harassment in the work place. We must train all personnel to recognize, prevent and remedy sexual harassment situations.
4. Commanders, managers and supervisors are entrusted to provide a safe and professional work environment, and have the responsibility to prevent sexual harassment.
5. This policy memorandum must be posted on all unit bulletin boards.

A handwritten signature in black ink, reading "Scott L. Kelly", is positioned above the printed name.

**SCOTT L. KELLY, Brig Gen, MDANG
Commander**